

**LOOE TOWN COUNCIL  
KONSEL TRE LOGH**



**MINUTES OF THE FULL COUNCIL MEETING**

Held in the Council Chamber, Looe Library and Community Hub,  
The Millpool, West Looe PL13 2AF  
Telephone: 01503 262255

**On Monday 13<sup>th</sup> January 2019 at 7.00pm**

**REPORT TO COUNCIL**

**PRESENT:** Chairman: Councillor M Gregory  
Councillors S Barker, E Hannaford, J Lundy,  
J Newman, C Rose, A Toms and M Yarwood

**IN ATTENDANCE:** Mel Colton-Dyer – Commercial Strategy Director and Town Clerk (CSD)

**Open Forum**

There were no questions from members of the public.

**Prayers:** The Reverend Phillip Sharp sent apologies.

91.	<b>Apologies for absence</b> Apologies for absence were submitted on behalf of the Councillors P Penhaligan, M Powell, J Dingle and D Bryan. <b>Absent</b> Cllr B Richardson.	<b>ACTIONS</b>
92.	<b>Declarations of Interest relating to matters on the Agenda</b> Cllr Lundy made a declaration of interest regarding the land development to be discussed later in the meeting. He asked to speak as a member of the public and leave the meeting when the matter was discussed which was agreed by all. Cllr A Toms declared an interest in Looe Development Trust, Looe Harbour Commission and Cornwall Council.	
93.	<b>Cornwall Council reports.</b> a) East Looe – Cllr A Toms: Cllr Toms presented the report that was noted and is appended to these minutes. He raised the issue of deprivation in areas of Looe and highlighted opportunities to potentially access funding to support those most affected. He also reported that the permanent resident population is also decreasing, with a knock on effect to	

	<p>local businesses.</p> <p>b) West Looe– Cllr E Hannaford: Cllr Hannaford presented the report that was noted and is appended to these minutes. Cllr Hannaford added that during a Local Enterprise briefing she attended today it was shown that wages in Cornwall have significantly increased due to European funding although this has not, unfortunately, impacted SE Cornwall. Cllr Hannaford also identified potential opportunities under devolution for recycling for businesses should the Council decide to take this forward. Cllr Gregory raised a note of caution regarding ongoing costs.</p>	
94.	<p><b>Police Report</b> In the absence of a representative the report (as circulated) was noted and appended to these minutes. CSD highlighted the police reports which are freely available online, which will assist Councillors in year on year comparison and crime levels.</p> <p>The Council discussed how the changes in staffing may have affected crime incidents. They also expressed disappointment that no representative had attended these meetings for over a year.</p>	<p>CSD to circulate links in advance of future meetings AT and CSD to look at previous police reports to attempt to compile a spreadsheet comparison</p>
95.	<p><b>Report from Looe Community Academy</b> Edward Brown, Chair of the School Council sent apologies – no report was submitted.</p>	
96.	<p><b>Minutes of the previous meeting</b> It was <b>resolved</b> (proposed by Cllr Gregory and seconded by Cllr Barker) that the minutes of the meeting, held on Monday 25<sup>th</sup> November 2019 are taken as read, confirmed and signed by the Chairman (Cllr Gregory).</p>	
97.	<p><b>Matters arising from the minutes of the meeting held on Monday 25<sup>th</sup> November 2019</b></p> <p>76b - actioned 77 - actioned 78 - actioned 79 - actioned 80 – in progress. CSD has been in touch with both Cornwall Council and Calwetton vets and is working on a resolution. 80 b - actioned 87 – actioned</p>	<p>CSD</p>

98.	<p><b>Mayor's communications</b> Both the Town Mayor's and Deputy Town Mayor's report were circulated to members prior to the meeting and appended to these minutes. Cllr Lundy asked if we could send a letter of thanks to the Co-op for the fireworks for New Year's Eve.</p>	CSD to write
99.	<p><b>Question of which notice is given or notice of motion</b> No questions were received.</p>	
100.	<p><b>Items from meetings</b> TIC website – CSD explained the concept. The Council were all in favour in investing in a new, professional tourism website with a budget of up to £10,000. Proposed by Cllr Gregory and seconded by Cllr Hannaford.</p> <p>TIC arrangements – report was circulated. Cllr Hannaford explained potential options as highlighted in the report. The recommendation to remodel the library was agreed in principle. Job Description and HR to be ascertained. Pop up to be maintained and investigation in to towing arrangements undertaken. £6,000 budget has been provisionally allocated. Cllr Gregory proposed the motion seconded by Cllr Lundy. The matter was <b>resolved</b> with one abstention.</p> <p>CSD to write a RDPE bid with the support of a working group of Councillors JL, EH, MG and JN. Cllr M Gregory proposed Cllr Hannaford seconded. Matter was <b>resolved</b>.</p> <p>Cllr Gregory raised the possibility of sharing a van with Looe in Bloom</p> <p>Climate change working group – no report provided. Environment and Devolution Committee to bring this back to the next meeting.</p> <p>Parking Levy Millpool Car Park – Cllr Hannaford explained how the process would work. The Council would need a clear narrative on how this could support Millpool and the environs. The Council referred this back to the Environment and Devolution Committee via a working group. SB, EDSM, AT to form a working party to explore and email to the Councillors not in attendance to develop suggestions on what the levy could be spend on. Cllr Gregory proposed, Cllr Hannaford seconded – Matter was <b>resolved</b>.</p> <p>Enforcement Officer to be shared with Polperro Parish Council It was <b>resolved</b> that Looe Town Council would support a six month trial from April to September 2020 – Cllr Gregory proposed and Cllr Toms seconded.</p>	<p>CSD to investigate the best TIC websites. JN to support.</p> <p>CSD to provide costs for remodelling, HR requirements and pop up maintenance.</p> <p>CSD, JL,EH,MG,JN</p> <p>EDSM investigate</p> <p>EH/SB/ EDSM</p> <p>EH/SB/EDSM</p> <p>CSD</p>
101.	<p><b>IT Statement of Work</b> IT Statement of Work (SOW) proposal for a complete software upgrade to securely move to the Cloud was discussed – Cllr Gregory</p>	CSD to action immediately

	<p>proposed, Cllr Toms seconded and it was <b>resolved</b> to implement these improvements as soon as possible.</p>	
102.	<p><b>Devolution Initial Proposal Form</b>          Cornwall Council had prepared an initial discussion document with potential devolution option.</p> <p>Land at Sunrising. Cllr Lundy spoke as a member of the public and raised issues of access and highlighted opportunities of the biodiversity of the land. He also offered to become a tree warden for the area. After discussion the Council <b>resolved</b> that they would like to have this removed from the DIPP. In previous meetings it has been minuted that the Council are not interested in taking this particular devolution forward.          Cllr Gregory proposed, Cllr Hannaford seconded.</p> <p>We need to reaffirm that we would like to add the land from the Vet's to the list and also add the old Coach turning circle.</p>	<p>CSD/DR</p> <p>CSD/DR</p>
103.	<p><b>Management Accounts</b>          Management accounts were not available.</p>	
104.	<p><b>Accounts for payment</b>          The accounts to be paid during December and January appended to these minutes were presented to members for perusal. It was <b>resolved</b> (proposed by Cllr Gregory and seconded by Cllr Lundy) to adopt for payment the accounts (as presented). Cllr Rose proposed that there should be a timescale for payment. End of month was agreed.</p>	<p>CSD to implement</p>
105.	<p><b>Budget</b>          This is the last year that the Council will be adding the £25 k claw back for Mariners Garden of the £100k spent on the harbour wall. Cllr Toms proposed that we spread this over the next 3 years - £10k this year, £10k next year and £5k the year after. This was agreed.          Investigation of costs this year for the library refurbishment should be investigated.          The Council resolved that they will ask for the precept of £390,361.          Cllr Gregory proposed, Cllr Barker seconded – all agreed.</p>	
106.	<p><b>Correspondence</b>          Thanks were expressed to Looe Town Council from:          Cornwall Air Ambulance          Merlin MS centre          ELTT          Lions Club of Looe          David Holford</p>	

	Visit Cornwall - a response was received. The Council felt that this was an unsatisfactory response and it was <b>resolved</b> that the CSD and Cllr Newman should respond. Cllr Gregory proposed, Cllr Lundy seconded.	CSD/JN
<b>107.</b>	<b>Reports</b> none	
<b>108.</b>	Date of Next meeting Monday 2 <sup>nd</sup> March 2020.	

**The Meeting closed at 9.45pm.**

Signed .....

Date.....